

1 *APPROVED MAY 30, 2002*

2 Library of California Board Meeting Minutes
3 February 22, 2002

4 USC Sacramento Center
5 1800 I Street
6 Sacramento, CA

7 **CALL TO ORDER AND INTRODUCTIONS**

8 Board President Fong convened the meeting on February 22, 2002 at 8:45 a.m. and
9 welcomed Board Members, staff, and audience to Sacramento. She then led the meeting in the
10 Pledge of Allegiance to the Flag of the United States of America. Without a quorum of the
11 Board, Fong explained that all actions taken would be subject to ratification at the May 30, 2002
12 Library of California (LoC) Board Meeting, if a quorum were present.

13 The following Board Members were present: President Victoria F. Fong, John Kallenberg,
14 Jane F. Lowenthal, Mary I. Purucker and Susan Steinhauser. Not present were: Vice President
15 Kim Wang, Maurice A. Calderon, James R. Dawe, Fred Gaines, Ed E. Harris and Sally Tuttle.

16 California State Library (CSL) staff present were: Dr. Kevin Starr, State Librarian, Mark
17 Parker, Dr. Diana Paque, Ira Bray, Bessie Condos Tichauer, Cathie Helmick, Carla Lehn,
18 Christopher Berger, Sandy Habbestad, Kris Rich and Wanda Green.

19 **ADOPTION OF AGENDA**

20 *It was moved, seconded (Purucker/Kallenberg) and carried unanimously (5-0) that the*
21 *Library of California Board adopts the agenda of the February 22, 2002 meeting as*
22 *submitted.*

23
24 **APPROVAL OF MINUTES**

25 *It was moved, seconded (Kallenberg/Purucker) and carried unanimously (5-0) that the*
26 *draft minutes of the November 6, 2002 Library of California Board Meeting were*
27 *approved as distributed.*

28
29 **RESOLUTION 2002-01**

1 *It was moved, seconded (Kallenberg/Lowenthal) and carried unanimously (5-0) that*
2 *the Library of California Board adopts “Library of California Board Resolution 2002-*
3 *01” for James R. Dawe on the occasion of the conclusion of his term of service and to*
4 *honor him for his distinguished service as President of the Library of California*
5 *Board. (See Attachment A)*

6 7 **ADOPTION OF THE CONSENT CALENDAR**

8 *It was moved, seconded (Lowenthal/Purucker) and carried unanimously (5-0) that the*
9 *Library of California Board approves the Consent Calendar included with the agenda*
10 *of February 22, 2002 as presented.*

11 12 **Board Actions Adopted from the Consent Calendar**

13 The following items on the first Library of California Board Consent Calendar are considered
14 by the Board to be routine and non-debatable and were approved by the previous motion.

15 **Literacy:**

16 *By consent, the Library of California Board authorizes its Chief Executive Officer to*
17 *allocate, as soon as the state budget makes them available, the 2002/03 California*
18 *Library Services Act Families for Literacy funds to an estimated 80 library*
19 *jurisdictions in accordance with the provisions of Education Code Section 18735 to*
20 *local participants based upon the criteria set forth in the Families for Literacy*
21 *application materials and prior performance in the Program, where applicable.*

22 23 **Support Services:**

24 *By consent, the Library of California Board approves effective immediately the*
25 *membership applications for the 16 potential members listed in Table A. (See*
26 *Attachment B)*

27
28 *By consent, the Library of California Board approves effective immediately the*
29 *additional participating libraries for current members as listed in Table C. (See*
30 *Attachment C)*

31 32 **REPORTS TO THE BOARD**

33 **Board President’s Report**

34 President Fong reported that she met with Dr. Starr, Mark Parker and Dr. Paque to discuss
35 the nature and the future of the Library of California. Fong and James R. Dawe met with

1 Michael Crawford, Assistant to the Appointments Secretary in the Governor's Office regarding
2 Board vacancies. She stated that she would continue to work on reappointments to the Board.

3 Fong reported that she received a letter of thanks on AB 49 from Assemblyman Carl
4 Washington, acknowledging the support and work of Susan Steinhauser. She stated that
5 Steinhauser had also arranged a meeting between California Library Association (CLA)
6 representatives and California's new State Assembly Speaker Herb Wesson on February 21st.

7 Fong has written letters on behalf of the LoC Board in support of the LSTA Reauthorization.

8 Fong also reported that she had received a letter from the Law Offices of Steven Benjamin
9 concerning a request for guidance about a conflict of interest code for Sierra Valley Library
10 Network and asked Dr. Paque for a reply from California State Library's General Counsel Paul
11 Smith. In conclusion, Fong welcomed other questions or concerns to her by email to
12 vfongtib@pacbell.net or by telephone at (415) 435-4676.

13 **Board Vice President's Report**

14 No report.

15 **Chief Executive Officer's Report**

16 Dr. Kevin Starr, California State Librarian and CEO to the Library of California Board,
17 reported that the 21st Century Library initiative to reconstitute the library is underway and
18 continues to transform the California State Library into a proactive, central reference and
19 research institution for state government and the Legislature. He recommended that John Jewell,
20 who heads the initiative, be invited to report on this endeavor to the Library of California Board
21 at the May meeting.

22 Regarding the recent \$1 million budget cut from the State Library's 2002/03 operations
23 budget, Starr stated that there will be some reassignments, but no layoffs are projected at this
24 time.

1 Starr stated that the State Library's Research Bureau is charged with setting up a Web site
2 and reference resources as a result of the passage of SB 41, California Native Americans:
3 Instructional and Reference Resources,. Under the guidance of Dr. Carole Talan, the State
4 Library will also develop a curriculum for K-12 that will more accurately depict the true history
5 of California's Native Americans.

6 In addition to the great California Seal on the West steps of the Capitol, there will be two
7 smaller seals. One seal will depict the continuing sovereignty of the Native American peoples,
8 and the other seal will depict the Spanish jurisdiction over California 1769-1822 and Mexican
9 jurisdiction 1822-1846. Starr commended Patricia de Cos of the State Library's California
10 Research Bureau for her work on the project.

11 AB 1915, California Civil Liberties Public Education Act (CCLPEA), is in its third year. A
12 monument is being sought to commemorate the Japanese American Internment during World
13 War II, and the State Library and Maestro Kent Nagano are exploring the concept of a musical
14 presentation, hopefully to debut at the Hollywood Bowl.

15 The Governor's Book Fund continues to receive donations and is at approximately \$300,000.
16 Starr noted that First Lady Sharon Davis is very committed to this endeavor, which makes block
17 grants of \$5,000 to school libraries throughout California.

18 Starr also attended a reception with Kaiser Permanente celebrating the distribution of 18
19 health care videos to public libraries throughout the state. The videos, developed by Kaiser, are
20 in English, Spanish, Mandarin and Cantonese and were distributed by the California State
21 Library.

22 Starr reported that the Library Bond Act construction program application process is
23 underway. The program regulations have been approved and the Office of Library Construction

1 has held statewide application workshops. Starr commended Richard Hall, his staff, and CSL's
2 General Counsel Paul Smith, for their work and commitment to the program.

3 Starr included in his report an update on speeches he has given and on upcoming events. In
4 conclusion, Starr noted that his most recent book, "Embattled Dreams: California in War and
5 Peace, 1940-1950," will be released next month by Oxford University Press.

6 **Director's Update**

7 Paque reviewed the LoC's standard documents behind Tabs 4 and 5 in the packet, and noted
8 the addition of the LoC Board Adopted Policies document, set up in draft form behind Tab 6, as
9 requested by the Board. Fong recommended additional work related to the ordering of historical
10 and current policies. Paque will work with Fong to reformat the policy section.

11 Paque reviewed the Board Meeting schedule for 2002 in which all meetings are now
12 scheduled in Sacramento to reduce costs. She also asked for the Board's input on the USC
13 facility. Kallenberg recommended having at least one meeting at the State Library. Paque said
14 that Board Meetings would be returned to the state library when the renovation of Room 500 is
15 completed. Steinhauer recommended using the Sacramento Public Library for its proximity to
16 the Capitol. Kallenberg also asked staff to consider meeting space at the Capitol.

17 Regarding the loss of a Board quorum at this meeting, Paque commented on the expense and
18 preparation involved in planning a Board Meeting. She asked the Board to notify staff when
19 their plans change and they do not plan to attend a meeting in which their attendance was
20 previously confirmed, in order that other arrangements might be made.

21 Paque reported that CSL welcomes articles for the Connection Newsletter. Steinhauer and
22 Fong complimented staff on the value of the articles and the graphic presentation provided in the
23 newsletter. Parker and Paque recognized Christopher Berger for his efforts in recruiting and
24 compiling contributions for the newsletter.

ACTION ITEMS/UPDATES

Multitype Interlibrary Loan Pilot Program

It was moved by the Access Services Committee (Purucker) and carried 4-0 (Member Lowenthal not present) that the Library of California Board directs its Chief Executive Officer to increase the withholding amount from 30% to 50% for all loan compensations with Library of California funds for the third and fourth quarters of the 2001/02 fiscal year and that, after determining the full state cost of the ILL pilot program for the 2001/02 fiscal year, the Chief Executive Officer shall pay the full amount remaining due to each participating library if sufficient funds remain in the 2001/02 program budget, or pro rate the final payment equitably if insufficient funds remain in the 2001/02 ILL pilot program budget; and that all program participants are informed of this percentage change.

Habbestad stated that a Request For Proposal (RFP) would be released for the Interlibrary Loan, Direct Loan and Delivery Cost Studies. The new cost studies will take into consideration previous cost studies to ensure continuity. A report on the cost studies is planned for the August 2003 meeting.

CLSA Interlibrary Loan and Direct Loan Programs

It was moved by the Access Services Committee (Purucker) and carried 4-0 (Member Lowenthal not present) that the Library of California Board directs its Chief Executive Officer to increase the withholding amount from 5% to 15% for all CLSA Interlibrary Loan and Direct Loan program payments for the third and fourth quarters of the 2001/02 fiscal year and that, after determining the full state cost of the program for the 2001/02 fiscal year, the Chief Executive Officer shall pay the full amount remaining due to each participating library if sufficient funds remain in the 2001/02 CLSA Interlibrary and Direct Loan program appropriation, or pro rate the final payment equitably if insufficient funds remain in the 2001/02 CLSA ILL and Direct Loan program appropriation; and that all program participants are informed of this percentage change.

California Library Literacy Service Program

It was moved by the Literacy Committee (Purucker/Steinhauser) and carried 4-0 (Member Lowenthal not present) that the Library of California Board authorizes its Chief Executive Officer to allocate, as soon as the state budget makes them available, the 2002/03 California Library Literacy Service Act funds to local programs in accordance with the provisions of Section 18733.2 of the Education Code of California.

Budget and Strategic Planning

Kallenberg presented the following revised motion adopted by the committee.

It was moved by the Budget and Planning Committee (Kallenberg) and carried unanimously (5-0) that the LoC Board adopts a preliminary budget for statewide and regional library network programs budgets for FY 2002/03 according to Exhibit B as revised on February 20, 2002, of this Budget and Strategic Planning Report, with a final budget action taking place following the signing of the 2002/03 California State Budget by the Governor.

Kallenberg stated that the above motion and a modified Exhibit B were put forth to minimize reductions in the pilot ILL program from what was originally proposed by the staff report, and that five of the seven Regional Library Networks also support the motion.

Fong asked staff for other options. Parker had no additional recommendations if the funding formula itself was not going to be changed. Fong asked for comments from the field.

Marian Milling, Cascade Pacific Library Network, stated that technology is a higher priority than loan reimbursement.

Gerry Maginnity, Mountain Valley Library System, supported the motion, noting that the Board is supporting the basic programs.

Annette Milliron, North Bay Cooperative and Golden Gateway Library Network, supported the motion, at the 35% withholding level.

Fong called on Parker to discuss whether different options could be considered. Parker stated that this is a planning budget, not a final budget, and that staff and the field can continue to address priorities and key issues. He noted that there is an opportunity between February and August, when a final budget is adopted, to do additional staff work and get additional input from the field as to whether or not there are other options that need to be considered at the statewide and regional levels.

1 Kallenberg added that this motion is essential for regions to assist them in developing Plans
2 of Service by April. He advised staff to to continue work on priority setting and alternatives for
3 core values and programs.

4 Fong reiterated that this is a planning budget, not a final one, and will be up for further
5 review at the May meeting. Parker added that the Governor's Revised Budget would be
6 available at the May meeting, and Kallenberg added that the final action on the budget would be
7 taken at the August meeting. Steinhauser supported the motion and asked that staff have a list of
8 the criteria for priorities and a more thorough report to be considered at the May meeting.

9 **LoC and CLSA Plans of Service**

10 *It was moved by the Budget and Planning Committee (Kallenberg) and carried by a*
11 *vote of 3-2 that the Library of California Board requests Regional Library Networks*
12 *and CLSA Cooperative Library Systems to augment their Plans of Service for FY*
13 *2002/2003 to include a description of planning efforts to be undertaken to further the*
14 *transition of CLSA into LoC with the goal of completing transition with the start of*
15 *the 2005/2006 fiscal year and that the Chief Executive Officer direct staff to develop*
16 *questions related to transition to be included in each Regional Library Network and*
17 *CLSA Cooperative Library System Plan of Service.*
18

19 Upon passing the above motion, Kallenberg requested that staff monitor the feasibility of
20 achieving this goal, and that a new time-line should be set if staff believes it cannot be achieved.

21 Parker stated that it is hoped that by the 2005/06 FY the state will be past the worst of the
22 budgetary crisis and that a 3-year time frame is reasonable, given the available staff resources
23 and the time that it takes for the networks to all contribute to the planning process. Paque added
24 that one of the elements that would determine achieving the goal would be funding support, and
25 that if funding were not forthcoming, staff would not recommend transitioning programs if it
26 would be detrimental to member libraries.

27 Kallenberg stated that he supports having a goal, and asked if the report on loan handling
28 costs would be completed in time to implement that program and transition the CLSA ILL

1 program by 2005/06. Parker stated that he was not sure. Kallenberg then suggested that if the
2 Budget Change Proposal for 2005/06 needs to be done in August 2004, a better goal might be to
3 achieve transition in 2006/07, instead of 2005/06. Parker continued that the motion approved by
4 the Board addresses the Plans of Service for the networks and the systems, which are a piece of
5 the process, but not the entire process. Parker suggested that it might be better to align all of the
6 programs in 2006/07 if it was the Board's wish to transition all elements at the same time.

7 In support of the motion, Kallenberg added that staff and the Board need to begin the process
8 of asking questions and getting information, and that they should not put off discussing the
9 benefits and opportunities that are going to be available when transition is complete, to
10 demonstrate what is achievable. Steinhauser recommended that planning be done now and
11 emphasized the importance of the motion and the need to combine action plans with dollars.
12 Parker also added it might be desirable to delay having the networks and systems report back on
13 transition issues if incorporating them into the plans of service is too difficult. Kallenberg
14 advised that what is essential is that staff looks at the best possible way to provide good
15 information in order to move forward. Once the Board knows what the questions are, it will take
16 some time for responses to be developed, and he encouraged staff to proceed with the support of
17 our regional representatives and the system coordinators, so that the questions and responses are
18 sufficient to provide the information the Board will need in setting policy. Fong called on the
19 audience for comment.

20 Valerie Meyer, Arroyo Seco Library Network, asked the Board to place strong emphasis on
21 the word, 'goal' when referring to the timeframe for the transition of CLSA into the LoC. She
22 stressed the importance of the time that would be needed for discussion on the transition. She
23 also stated that it was important to have a funding stream attached to the process to effect a
24 successful transition.

1 Linda Crowe, Golden Gateway Library Network administrator and administrator of three
2 cooperative library systems, supported the portion of the motion that deals with planning and
3 setting a date. She suggested that if funding were attached to the process, it might be easier to
4 move forward with the planning.

5 Steinhauser agreed with Crowe and other speakers that brought up funding issues.
6 Kallenberg emphasized that this is a goal, and that the Board is starting the planning process in a
7 strategic way, and not in a way that is tied to a specific fiscal year. He added that all LoC, region
8 and system staffs should make suggestions or proposals to questions that need to be answered,
9 such as how to pay for the planning process of transition. Fong also noted the concern for
10 funding the extra work and time involved. Fong directed staff to consider all of the issues in the
11 discussion and be prepared with more information at the May meeting.

12 Steinhauser asked staff to consider the following three items in preparation for the May
13 meeting:

- 14 1. What is the best target date for the goal of completing transition; is 2005/06 the
15 appropriate year, or some other year?
- 16 2. Develop some preliminary questions regarding transition, and if possible, from
17 discussions with the systems and the networks.
- 18 3. Develop issues regarding funding in the transition planning process.
- 19
- 20
- 21

22 **Legislation**

23 *It was moved by the Legislative Committee (Steinhauser) and carried unanimously (5-*
24 *0) that the Legislative Committee of the Library of California Board support strong*
25 *public school library services, including supporting the preservation of the California*
26 *Public School Library Act (CPSLA) and the budgetary line item that supports it.*
27

28 Kallenberg stated that since Steinhauser read the precise name of the Act and the blue
29 motion sheet has it as an abbreviation, the entire name, ***California Public School Library***
30 ***Act (CPSLA)***, would be shown in the minutes. Steinhauser noted that a letter would be

1 drafted from the Board President to the appropriate members of the Legislature in that
2 regard.

3 **Draft Plan for Future Public Awareness Activities**

4 Paque stated that a draft plan would be presented at a future meeting.

5 **REPORTS FROM BOARD COMMITTEES**

6 **Legislative Committee**

7 Susan Steinhauser, Chair, reviewed the committee discussion. As a result of the 15%
8 reduction in the LoC Budget, the committee asked President Fong to submit a letter to the State
9 Legislative Budget Subcommittee Chairs as well as to the full Budget Committee Chairs asking
10 for restoration. In a meeting with Speaker Wesson, he suggested that he and the Legislature be
11 provided the full incremental build-out costs and transition issues for the LoC. Steinhauser said
12 she would draft a letter to Wesson indicating that the build-out is in process and that he would be
13 updated as the LoC moves ahead. She outlined the following strategic objectives for 2002:

- 14 1. Identify 3-5 Key allies who are legislators or individuals in state administration that will
15 advocate on behalf of the Library of California and for libraries in general.
16
- 17 2. Ask Board Members to cultivate state and federal legislators in Sacramento or in
18 Washington, D.C., or in their own districts through the development of an ongoing
19 advocacy relationship.
20
- 21 3. Collect success stories to share with the Legislature, the Governor's Office and the
22 library community.
23
- 24 4. Work with the California Library Association and other library organizations to ensure
25 and increase their support.
26

27 Steinhauser thanked everyone for attending the inaugural "Library Champions" program with
28 State Senator Dede Alpert, and asked that letters of thanks be sent to Senator Alpert for her
29 support. Steinhauser said she would work with Dr. Paque on a fact sheet for the CLA/CSLA
30 legislative packet, and she asked that success stories be submitted to Paque or Parker.

1 In conclusion, Steinhauser stated that she and Bessie Condos Tichauer would continue to
2 work with Assembly member Carl Washington in support of AB 49. She also added that Parker
3 is working closely with the LSTA reauthorization. Parker shared a letter from ALA's
4 Washington office urging that contacts be made this week with Members of Congress regarding
5 the reauthorization.

6 **Support Services Committee**

7 John Kallenberg, Chair, reported that the committee reviewed all of its programs and that the
8 Board had approved the motion adding new members to the Regional Library Networks on
9 consent. As a result of that motion, Kallenberg noted that the LoC now has 587 members
10 representing 1,844 participating libraries, also that more applications have been received and will
11 be on the next meeting's agenda.

12 Staff reviewed the development of policies on telecommunications and the Internet, the use
13 of NISO Standards, and preparation of a letter from the Board President to the vendor
14 community indicating LoC's goals and objectives for the LoC telecommunications
15 infrastructure. The committee recommended an ad hoc meeting with staff to prepare a vision
16 document for the future of the telecommunications infrastructure as part of the planning process.
17 It is hoped that this would lead to a set of policies that the Board could adopt to show where the
18 telecommunications program will go. This would assist the Board, the Legislature, LoC
19 members and the private sector community in developing systems that are most efficient and cost
20 effective for users.

21 **Access Services Committee**

22 Mary Purucker, Chair, reported that the committee's main concerns were transition issues
23 involving CLSA. She stressed the importance of formulating policies, expressed concern about
24 transitioning too quickly and stated that she would be in favor of a later date. She reported that

1 Cathie Helmick is continuing her work on identifying what reference is, and noted that reference
2 is another transition issue. Purucker stated that the work on resource libraries continues to
3 progress. Regarding Young Adult Services and the veto of AB 49, she expressed hope that we
4 don't lose another generation, because the kids who were 18 when she came to the LoC Board
5 six years ago, are now 24 and probably have children of their own.

6 **Literacy Committee**

7 Mary Purucker, on behalf of Sally Tuttle, Chair, reported that handouts were distributed on
8 encouraging more libraries to participate in adult literacy programs. She commented on the
9 continued success of the literacy program and specifically on the success of the LLABS vehicles
10 and the variety of information being provided in individual communities.

11 **Ad Hoc Public Awareness Committee**

12 Jane Lowenthal, Chair, reviewed the committee's work and discussions. LoC brochures are
13 still available upon request, and suggestions for additions or changes to the brochures are
14 welcome for the next order. The committee plans to use fortune cookies along with a LoC fact
15 sheet to promote the LoC at Legislative Day in April. Success stories for the Web site should be
16 directed to Dr. Paque

17 Lowenthal reported that she testified at a public hearing on "The Joint Committee on
18 Preparing California for the 21st Century," a program about the characteristics of California in
19 the 21st century with regard to racism, inclusion, libraries, and conflict resolution.

20 **Budget and Planning Committee**

21 John Kallenberg, on behalf of Fred Gaines, Chair, stated that reports received from staff were
22 useful in future planning efforts, such as one forecasting growth and budgeting for the LoC. He
23 also commented on a document that was presented showing parallels between the LoC programs

1 and the CLSA programs. Suggestions were made to staff on improvements to the documents as
2 the LoC moves through discussion of the transition process.

3 **PUBLIC COMMENT**

4 Marian Milling, Cascade Pacific Library Network, thanked the Board for streamlining the
5 membership process.

6 Annette Milliron, North Bay Cooperative and Golden Gateway Library System, Golden
7 Gateway Library Network, thanked staff for finding the USC site for this Board Meeting.

8 **BOARD COMMENTS**

9 Board Members thanked staff for their work on behalf of the Library of California and for the
10 new meeting agenda format. In addition, they made the following comments.

11 Purucker thanked the Board and everyone for their continued support during her recovery
12 from ankle surgery. She suggested that the Board have an opportunity to tour the Sacramento
13 City College Library and others in the Sacramento area.

14 Steinhauser thanked everyone who participated in the kickoff of the “Library Champions”
15 program with Senator Dede Alpert. She thanked Parker and Paque for their assistance and
16 commended Fong for her work as Board President.

17 Lowenthal noted the success of public awareness activities through the Connection
18 newsletter. She thanked Steinhauser for coordinating the first “Library Champions” event with
19 Senator Alpert and commended Dr. Starr for his contributions in support of libraries.

20 Kallenberg commented on the success of “*The Library, Check It Out*” campaign in numerous
21 cities in California. He also commented that the “Connection” newsletter is a valuable service to
22 many people. He thanked Steinhauser for the “Library Champions” program and the process she
23 followed, allowing for interaction between Senator Alpert and her audience.

1 Fong thanked the Board for their additional work at this meeting and Dr. Starr for helping the
2 Board on the Library of California build-out. She thanked the regions for sharing resources and
3 expressed the need to share all resources, especially with the budget cuts. She thanked
4 Steinhauser for the “Library Champions” program. Fong concluded that this is a perfect time to
5 look at planning, to look at programs differently, and to and consider alternative solutions.

6 **AGENDA BUILDING**

- 7 1. Discuss budget options. Fong
- 8 2. Identify the impact of transition; include policy and financial issues. Fong
- 9 3. Invite John Jewel from Research Bureau. Starr
- 10 4. Continue with the “Library Champions” program. Board
- 11 5. Continue with the Consent Calendar. Kallenberg

12 **ADJOURNMENT**

13 There being no further business to come before the Board, the meeting was adjourned at
14 12:10 p.m., February 22, 2002.